

REGULATION ON ACADEMIC MOBILITY OF STUDENTS

Private Bearer of Higher Education



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The Senate of Alma Mater Europaea Campus College "Rezonanca," based on Article 129 of the College Statute and all relevant legal documents in force concerning Higher Education in Kosovo, hereby approves:

REGULATION ON THE FUNCTIONING OF FACULTY COUNCILS

Article 1 – Purpose and Scope

The purpose of this regulation is to uphold all European Union standards that guide Higher Education Institutions towards integration into the European Higher Education Area and the European Research Area, while respecting the Bologna Process declaration and the recommendations of the Council of Europe for encouraging and promoting academic mobility and staff mobility (2011/C 199/01).

Additionally, this regulation requires academic units (hereinafter referred to as AU) to implement procedures before and after the completion of Academic Mobility (hereinafter referred to as AM).

Article 2 – Obligations of the Academic Unit towards the Student during the AM Process

1. The academic unit is responsible for reviewing student documents submitted for the mobility application process. The academic unit must request students to provide the necessary data and documentation, including:
 - 1.1. The list of courses the student plans to attend during the mobility program at the host university, and
 - 1.2. ECTS credits for each selected course.
2. Reviewing the student's request for any potential changes in courses during the mobility program at the host university (if changes occur at the request of the host university).
3. Credit transfer (ECTS) upon the student's return to the College, including:
 - 3.1. Transcript of records from the host university.
 - 3.2. The learning agreement.

Article 3 – Procedure Before the Start of Student Academic Mobility

1. Candidate documents for review must be submitted to the academic development coordinator and the Vice Dean for Academic Affairs at the College.
2. The academic development coordinator of the respective AU reviews the documentation and compares the selected courses with the College's curriculum. If needed, the student is assisted in this process by the Vice Dean for Academic Affairs or the department head/program director.
3. If the selected courses are at least 70% comparable or identical to the College's curriculum, the learning agreement must be signed by the Vice Dean for Academic Affairs, confirming that the selected courses will be accepted upon the student's return.
4. If the selected courses are not at least 70% comparable but still fall within the same field of study, the academic development coordinator advises the student to change their selected courses to ones that meet the comparability criteria.
5. If the host university's course list does not include courses that are at least 70% comparable, approval of the learning agreement must be obtained from the Vice Dean for Academic Affairs in collaboration with the department head/program director and, if necessary, the College's AU study committee. Their final decision will consider:
 - 5.1. The possibility of accepting a course as an elective.

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6. The student's application review process must be completed within seven (7) days from the date of application for Academic Mobility.

Article 4 – Recognition of Academic Mobility

1. Courses completed at a foreign university that are similar or identical to those offered in the respective Faculty's study program at the College must be accepted unconditionally and recorded by the Vice Dean for Academic Affairs based on the decision of the Study Committee, with a copy attached to the student's file.
2. Courses that align with the study program's profile, offered by accredited foreign universities with which the College has cooperation agreements but are not included in the College's curriculum, will be recognized through a learning outcome comparison.
3. A course completed at a foreign university with a different title than a course in the College's program but with at least 70% similar learning outcomes may be accepted under the same title as in the College's curriculum, provided the learning outcomes match.
4. The grade is recorded by the Vice Dean for Academic Affairs of the respective AU.
 - 4.1. Students applying for mobility at the host university cannot select courses already taken at the home College. Such courses will not be considered for review.
 - 4.2. If a course is offered at the Bachelor level in one university and at the Master's level in another, the student may select up to two such courses, which will be equated at the corresponding level in the home College.
5. ECTS credit transfer for mandatory courses with the same content but a different number of credits must be accepted.
6. The learning agreement may be modified even after the student has begun mobility, as foreseen in various international programs (e.g., Erasmus+). Any modifications must be coordinated with:
 - a) The student,
 - b) The host faculty, and
 - c) The home faculty.
7. The signing of the learning agreement implies that before the start of Academic Mobility and upon written confirmation that the selected courses recorded in the learning agreement have been passed, the courses and ECTS credits will be automatically recognized by Alma Mater Europaea Campus College Rezonanca.
8. The refusal of course recognition may only occur if:
 - a) The student has failed the exams at the host College, or
 - b) The student has not accumulated the required ECTS credits as per the learning agreement.
9. In such cases, the respective Academic Unit of the home College must provide written justification and documentation for the rejection of course recognition and ECTS credits.
10. If a mobility student commits an ethical violation at the host College, in addition to disciplinary measures imposed by the host College, the student will also be subjected to disciplinary proceedings by Alma Mater Europaea Campus College Rezonanca.
11. The process of reviewing and recognizing courses at Alma Mater Europaea Campus College Rezonanca after returning from the host university must be completed within fifteen (15) working days.

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Article 5 – Types of Extracurricular Activities

1. Extracurricular activities are those that are not included in the accredited academic programs of the academic units but are organized at Alma Mater Europaea Campus College Rezonanca. The following activity is considered as such:
 - 1.1. Attendance of accredited courses offered by relevant centers—specifically from the Center for Continuing Nursing Education (QEVI), as designated by the respective Ministries.

Article 6 – Calculation of ECTS Credits

One ECTS credit corresponds to a student workload of 25 to 30 active hours.

Article 7 – Acceptance of ECTS Credits

1. Students who have earned ECTS credits in accordance with this regulation may submit a request to the relevant academic unit for the transfer of ECTS credits to the program in which they are enrolled, with the aim of partially substituting course subjects.
2. The transfer of credits is allowed in the following cases:
 - 2.1. If the student has taken an exam in a course as part of extracurricular activities and the course content matches at least 70% or more with a specific subject, the entire course, along with its grade and earned ECTS credits, will be accepted.
 - 2.2. If the number of ECTS credits from the extracurricular course does not match the required ECTS credits, the student must compensate for the remaining credits by taking another course offered in the program in which they are enrolled.
 - 2.3. If the student has attended an extracurricular course (but has not taken the exam) and the course content matches at least 70% or more with an elective subject, the student has the right to take the exam in the respective subject without attending the course. If the student successfully passes the exam, they will earn the ECTS credits allocated for that subject within the respective program.
3. The study committee at the respective academic unit is responsible for reviewing the request and issuing a decision regarding the acceptance of ECTS credits earned in accordance with this regulation.

Article 8 – Final Provisions

The provisions of this regulation shall enter into force on the date of approval by the Senate.

RECTOR



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